



MWP 1.0

Creating Pagination Pages

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Many sections of the website use pagination as a method to guide users through content. Common use cases include the [Embassy](#) page, the [Visas](#) page, and the [Passports](#) page.

Note: There must be a minimum of two (2) Child pages for pagination to work.

Parent Page

1. **Navigate** an existing page or **Create** a new page to be used as the parent page.
2. **Locate** the **DEFAULT PAGINATION** section and **Select YES**.
3. Under **HIERARCHY** **Select PARENT PAGE**.
4. **Publish**.

Note: Use Password Protect to restrict public viewing until all steps are completed.

Child Page Clone

1. **Locate** your published parent page in the dashboard.
2. **Select** the **CLONE** option.

Note: Cloning functionality eliminates having to create a duplicate page. This cloned page will become your first child page. If you prefer to create a new page instead of using the clone function, see the instructions below for Additional Child Pages.

3. The **PARENT PAGE** is used as the **TABLE OF CONTENTS**, the links displayed must contain all the data that should be on the page. Cloning the parent presets the data for the first child page, which should have identical content to the parent. **Edit** the following:
 - a. **Change** the default **URL** to the suffix **OVERVIEW**.
 - b. Under **PAGE ATTRIBUTES**, **Select** the parent page from the dropdown menu.
 - c. **Enter 1** for **ORDER**.
 - d. Under **DEFAULT PAGINATION**, **Select CHILD PAGE**.
 - e. **Publish**.



Additional Child Page

1. From the dashboard, **Select NEW PAGE**.
2. **Add** Content.
3. **Create CUSTOM SIDEBAR** (optional).
4. Under **DEFAULT PAGINATION**, **Select CHILD PAGE**.
5. Under **PAGE ATTRIBUTES**, **Select** the parent page from the dropdown menu.
6. **Enter** the number for the position the page should be listed in the table of contents (2, 3, 4, etc.) for **ORDER**.
7. **Publish**.